

## Documenting Your Progress . . .

List your accomplishments since the beginning of the year and the corresponding evidence/examples of documentation you now have. Review the action plan/next step forms you completed at previous trainings to get started. It may be that you have concentrated your efforts in one or two areas.

8 Essential Elements	Accomplishments	Evidence/Documentation Specific – what & where
Evidence Based Curriculum & Instruction	1 2 3	
Ongoing Assessment	1 2 3	
Collaborative Teaming	1 2 3	
Data Based Decision Making	1 2 3	
Fidelity of Implementation	1 2 3	
Ongoing Training and Professional Development	1 2 3	
Community and Family Involvement	1 2 3	
Strong Leadership	1 2 3	

**RTI Next Steps**

What is it that you are still working on? Develop an action plan for items yet to be completed.

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Identify the Next Action Items for Your School in Working Toward Implementation of RTI.

Action 1:

Action 2:

Action 3:

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Decide if each action is:

- a. something you already know how to do and will do
- b. something you need more information about before you can take action
- c. something for which you need more training before you can take action

Action 1:    a    b    c    d (other): explain: \_\_\_\_\_

Action 2:    a    b    c    d (other): explain: \_\_\_\_\_

Action 3:    a    b    c    d (other): explain: \_\_\_\_\_

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Set a realistic deadline date for completion of each action:

Action 1:    We anticipate this will be completed by (date) \_\_\_\_\_

Action 2:    We anticipate this will be completed by (date) \_\_\_\_\_

Action 3:    We anticipate this will be completed by (date) \_\_\_\_\_

## Documenting Progress – Step 3

What do you need going forward? Review what coaching/training you need to get your identified next steps accomplished or what training you would like to receive at future workshops.

Indicate the RTI Essential Elements for which you would like additional information/training. Write the areas of specific training that you need in the boxes below, indicating the level of support needed:

#1 Training Need – We have a high need for training in this area.

#2 Review/Coaching – We have some information but would benefit from additional review/coaching.

#3 Coaching required – We have the information needed to implement objectives coaching is required

	#1 Training w / coaching	#2 Review w / coaching	#3 Coaching Required
Collaborative Teaming			(Ex: School-wide Understanding of RTI)
Ongoing Assessment			
Data-Based Decisions		(Ex: Behavior Pathway)	
Evidence-Based Curriculum & Instruction			
Fidelity of Implementation			
Ongoing Training & Professional Development			
Community & Parent Involvement	(Ex: RTI Pamphlet)		
Strong Leadership			

Comments:

School: \_\_\_\_\_

Date: \_\_\_\_\_